



UNIVERSITY OF JAMMU  
NAAC ACCREDITED "A+" Grade University

ORDER

Based on the recommendations made by the Central Purchase Committee at its meeting held on 17-12-2021 vide Resolution No. 2, the Vice-Chancellor is pleased to accord sanction to the payment of lump sum amount due in an year as per the already existing policy to class-IV employees i.e Orderly, Lab. Attendant, Library Attendant, Drivers, Security Guards, Chowkidars, Malies, Ward Boys, Cooks and Helpers as shown against each in the annexure in place of Uniform and Liveries with the condition of undertaking that all the above mentioned shall wear the uniform and liveries on duty, and the distribution of amount shall be as per the last year purchase rates **as detailed in the Annexure to this order.**

Deputy Registrar (Finance)  
19/11/22 19/11/22

No:-Fin./2021-22/4543-49

Dated: -19/01/2022

Copy to:-

1. Spl. Secy. to the Vice-Chancellor.
2. P.S to Dean Academic Affairs.
3. Sr. P.A. to Registrar.
4. Sr. P.A. to Controller of Examinations / Director, Colleges Dev. Council.
5. Sr. P.A. to Joint Registrar (Finance).
6. Content Manager, University Website **for uploading the same in the University Website under the link 'Finance Wing'.**
7. Assistant Registrar (Services).
8. G. file.

# Annexure

**1. Orderly, Lab. Attendant, Lib. Attendant, Ward Boy, Helper, Mali and Cook.**  
**Summer & Winter Uniform**

S.no	Name of the items	Period/Duration	Amount (in rupees)
1.	Jackets Black Winter	3 years.	Rs.925/-
2.	Navy Blue pant (Rs.228/- per meter)	3 years.	Rs.285/-
3.	Summer Uniform (2 Set) Shirt= Rs.100/- per meter  Pant= Rs.198/- per meter	2 years.	Rs.290/- (Shirt)  495/- (Pant)  Total Rupees= Rs.785/-
4.	Boot Ankle	2 years.	Rs.750/-
5.	Stitching Charges		@Rs.500/- for 2 Sets of Shirts and Pant as part of Summer Uniform. @Rs.130/- for 1 Pant as part of the Winter Uniform.
6.	Turban		364/-

**2. Ladies : (Summer and Winter Uniform)**

S.no	Name of the items	Period/Duration	Amount (in rupees)
1.	Grey Spun Summer per Suit (2 Sets)  Rs.102/- per meter	2 years	Rs.918/-
2.	Grey Wrosted for Ladies Winter per suit with Dupatta  Rs.133/- per meter	3 years.	Rs.600/-
3.	Belly	2 years.	Rs.573/-
4.	Shawl	3 years.	Rs.729/-
5.	Stitching Charges		@Rs.500/- for 2 Sets of Suits as part of Summer Uniform. @Rs.250/- for 1 Suit as part of the Winter Uniform.

hij

nk

Masroki

*[Handwritten signatures]*

*[Handwritten signature]*  
Sathnam

*[Handwritten signature]*

2

3. Drivers:- (Summer & Winter Uniform)

S.no	Name of the items	Period/Duration	Amount (in rupees)
1.	Off White Uniform Summer (2 Sets) Rs.147/- per meter	3 years.	Rs.793/-
2.	Khakhi serge winter Rs.198/- per meter	2 years.	Rs.534/-
3.	Leather Jackets	5 years.	Rs.2000/-
4.	Boot Ankle	2 years.	Rs.750/-
5.	Stitching Charges		@Rs.500/- for 2 Sets of Uniform as part of Summer Uniform. @Rs.250/- for 1 Set of Uniform as part of the Winter Uniform.
6.	Turban		364/-

4. Chowkidar:- Summer & Winter Uniform

S.no	Name of the items	Period/Duration	Amount (in rupees)
1.	Jackets Black Winter	3 years.	Rs.925/-
2.	Navy Blue pant (Rs.228/- per meter)	3 years.	Rs.285/-
3.	Summer Uniform (2 Set) Rs.221/- per meter	2 years.	Rs.1193/-
4.	Boot Ankle	2 years.	Rs.750/-
5.	Stitching Charges		@Rs.500/- for 2 Sets of Shirts and Pant as part of Summer Uniform. @Rs.130/- for 1 Pant as part of the Winter Uniform.
6.	Turban		364/-

5. Security Guards:- (Summer and Winter Uniform)

S.No	Name of the Item	Period	Amount (In Rupees)
1.	Boot Ankle	02 yrs.	750/-
2.	Badge of Cap	05 yrs.	26/-

ln

M

Massotis

Be M

ES

Salkam

gumar

8

3.	Belt Leather with Buckle	10 yrs.	150/-
4.	Rain Coat	3 yrs.	350/-
5.	DM Jungle Shoes	2 yrs.	450/-
6.	Cap	1 year.	57/-
7.	Hand Glove	2 yrs.	60/-
8.	Lyanyard	1 year.	25/-
9.	Name Plate	2 yrs.	20/-
10.	Woolen Jacket	6 yrs.	1695/-
11.	Khakhi Serge Winter Uniform (1 Set)	2 yrs	534/-
	Rs.198/- per metre.		
12.	Khaki Summer Uniform ( 2 Sets)	1 year.	1193/-
	Rs.221/- per metre		
13.	Woolen jersey	2 yrs.	375/-
14.	Title Shoulder Flap	5 yrs.	10/-
15.	Whistle	1 yr.	10/-
16.	Woolen Socks	6 months.	65/-
17.	Turban		364/-
18.	Stick for Security Officer	5 years.	100/-
19.	Stick Large Security Guard	5 years.	50/-
20.	Stitching Charges		@Rs.500/- for 2 Sets of Uniform as part of Summer Uniform. @Rs.250/- for 1 Set of Uniform as part of the Winter Uniform.

N | l  
Deputy Registrar (Finance)

19/1/22  
Rals